

**SUBJECT: VOLUME MOVE NUMBER 02 -03**

1. IN ACCORDANCE WITH AND SUBJECT TO THE TERMS, CONDITIONS AND PROCEDURES OF THE ITGBL RATE SOLICITATION, I-13, AN OFFER FOR THE FOLLOWING VOLUME MOVE IS SOLICITED.

A. SAN JUAN, PUERTO RICO AND VICINITY

B. FORT SAM HOUSTON, TEXAS AND VICINITY

C. CODE 4

D. NAVAL STATION, ROOSEVELT ROADS, PUERTO RICO (OSNC)

E. JPPSO-SAN ANTONIO, TEXAS (HAFC)

F. 300

G. MAY 1, 2003 THROUGH OCTOBER 31, 2003

H. 3,500,000 LBS.

I. 3,500,000 LBS.

J. MARCH 21, 2003

K. SPECIAL REQUIREMENTS AND REMARKS:

(1) AWARDS WILL BE MADE TO A MAXIMUM OF SIXTEEN (16) CARRIERS, USING ALL AVAILABLE AGENTS.

(2) IN-TRANSIT VISIBILITY ON EACH SHIPMENT WILL BE REQUIRED. IT WILL INCLUDE A REQUIREMENT FOR A MOVEMENT REPORT TO HQ, MILITARY TRAFFIC MANAGEMENT COMMAND (HQMTMC), ATTN: MTPP-PP-Q (ALEX MORENO), ON EACH SEGMENT FOR ALL SHIPMENTS, IN ACCORDANCE WITH ITEM 532 OF THE INTERNATIONAL RATE SOLICITATION. IN ADDITION, A WEEKLY ON-HAND REPORT PROVIDING A LISTING OF SHIPMENTS IN THE CARRIER'S POSSESSION AND ITS STATUS IS REQUIRED.

(3) CARRIERS ARE REQUIRED TO PROVIDE A COPY OF THE PERSONAL PROPERTY GOVERNMENT BILL OF LADING (PPGBL) TO THE MEMBER OR MEMBER'S AGENT AT THE TIME OF PICK-UP. CARRIERS OR CARRIERS' AGENTS MUST WRITE OR STAMP THEIR TOLL-FREE NUMBER ON THE PPGBL.

(4) EXPANDED AGENT AND CARRIER WORK HOURS (7 A.M. – 9 P.M.) MONDAY THROUGH SATURDAY WILL BE REQUIRED AT ORIGIN AND DESTINATION. APPROVED OVERTIME WILL BE PAYABLE UNDER ITEM 502 OF THE INTERNATIONAL RATE SOLICITATION.

(5) ALL PERSONAL PROPERTY ITEMS WILL BE PACKED USING ONLY NEW PACKING MATERIALS.

(6) CARRIERS MUST CONFIRM THAT AGENTS HAVE ADEQUATE PACKING MATERIALS AND CONTAINERS ON-HAND BEFORE SHIPMENT OFFERINGS ARE ACCEPTED. CONTAINERS MUST BE IN SERVICEABLE CONDITION, WITH ALL ITS COMPONENTS (PROPERLY DISASSEMBLED AND BANDED).

(7) CARRIERS MUST CONDUCT A PHYSICAL PRE-MOVE SURVEY ON ALL SHIPMENTS MOVING UNDER THIS VOLUME MOVE.

(8) CARRIERS/AGENTS MUST PROVIDE MEMBERS OR MEMBERS' AGENTS A MORNING OR AFTERNOON TIMEFRAME OF SHIPMENT PICK-UP. WHEN CARRIERS/AGENTS ARE NOT ABLE TO PERFORM PICK-UP AT THE AGREED TIMEFRAME, THE CARRIER/AGENT WILL NOTIFY THE MEMBER OR MEMBER'S AGENT REGARDING THE DELAY WITHIN 2 HOURS AND RE-SCHEDULE THE PICK-UP WITH THE PPSO WITHIN 24 HOURS. IF PICK-UP HAS COMMENCED AND A DELAY OCCURS THAT PREVENTS COMPLETION, THE AGENT MUST COMPLETE THE PICK-UP WITHIN 24 HOURS, WITH PPSO COORDINATION.

(9) CARRIERS MUST NOTIFY HQMTMC, MTPP-PP-Q, WITHIN 24 HOURS, WHEN CUSTOMS ISSUES OR OTHER PROBLEMS ARISE IMPACTING THE TIMELY MOVEMENT OF THE SHIPMENTS.

(10) AGENT'S PACKING AND DELIVERY CREWS MUST BE PROPERLY TRAINED AND SUPERVISED AT ALL TIMES. EACH CREW MUST HAVE A CELLULAR TELEPHONE AT ALL TIMES WHILE AT THE PICK-UP SITES. AGENTS MUST PROVIDE THEIR CELLULAR NUMBER TO THE PPSO PRIOR TO DEPARTURE TO THE PICK-UP SITE. ONE CREW MEMBER MUST BE ABLE TO READ AND SPEAK ENGLISH FLUENTLY.

(11) AGENTS ARE RESPONSIBLE FOR PROVIDING ANY REQUIRED DOCUMENTATION TO OBTAIN BASE CLEARANCE IN ADVANCE, TO PRECLUDE GATE DELAYS AT TIME OF PICK-UP.

2. POINT OF CONTACT IS MS. SHANNON WORRELL, (703) 428-3283, E-MAIL: [WORRELLS@MTMC.ARMY.MIL](mailto:WORRELLS@MTMC.ARMY.MIL), OR MS. GAIL COLLIER, (703) 428-2983, E-MAIL: [COLLIERG@MTMC.ARMY.MIL](mailto:COLLIERG@MTMC.ARMY.MIL), FAX: (703) 428-3390.